



January 5, 2022

Date

**Dr. EDGARDO E. TULIN**

President

Visayas State University

Visca Baybay City, Leyte

Through: **MANOLO B. LORETO, Jr.**

Dean of Students

Dear Dr. Tulin:

Good day to you! I am Karl Byte L. Ayensa, a 4<sup>th</sup> year Biotech student, hoping for your kind consideration to allow me to re-enrol this coming 2<sup>nd</sup> semester S.Y. 2021-2022. I was out of the university last 2<sup>nd</sup> semester S.Y. 2020-2021 but I completed the first sem. I was not able to enrol after completing the semester because my family had a hard time to manage our farm because we had no laborers left because of the pandemic, so I volunteered to help them. Our little farm is located in Brgy. Tungao, Butuan City, a rural area of Butuan, with limited cell reception and no internet service. I was in the farm for almost a year and was not able to file a Leave of Absence. The said reason is not a good alibi to get away with the lack of action, but I was really confused with my self during the pandemic. I had a hard time in that span of time, working and constantly thinking about my studies. I was in dilemma. For almost 2 months, I have been in contact with my advisers, teachers, and classmates. I am currently working with my thesis so that when approved to do the research, it would be easy for me to study my other subjects. Today, I am hoping that you will give me another chance to complete the course. Few units more to be taken and hopefully at the end of this semester, I will complete the course. I promise to be more focused than before and I promise to do well in my remaining days in VSU.

Respectfully yours,

Karl Byte L. Ayensa  
Name and Signature of the Student

Olegario B. Ayensa, Jr.  
Name and Signature of Parent/Guardian

Approved for the President:

**MANOLO B. LORETO, Jr.**  
Dean of Students



## READMISSION FORM

Student No.	Last Name	First Name	Middle Name	Course & Year
16-1-00533	AYENSA	KARL BYTE	LUMBRE	BSBiotech 4

January 5, 2022  
Date

**MA. THERESA P. LORETO**


Dean, College of Arts and Sciences  
Visayas State University  
Visca, Baybay, Leyte

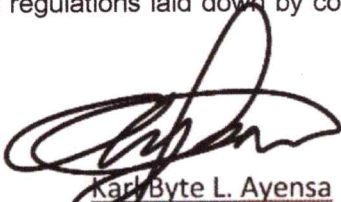
Sir / Madam:

I would like to apply for readmission effective 2nd semester / summer 2021 -2022 . My last attendance from this University was 1<sup>st</sup> semester / summer 2020 -2021 . I was out of school for 2 semesters and 1 summer(s) because of the following reason(s): Worked in our farm during the pandemic.

If admitted I promise and pledge to abide by and comply with all the rules and regulations laid down by competent authority in the University and in the College to which I am enrolled.

**Recommending Approval:**

  
**MANOLO B. LORETO, JR.**  
Dean of Students

  
Karl Byte L. Ayensa

**Approved:**

**KYZA MAE RAMONEDA**  
Department Head

**MA. THERESA P. LORETO**  
College Dean

**Certified no financial accountability:**

**Recorded:**

**QUEEN-EVER Y. ATUPAN**  
Cashier

**MARWEN A. CASTAÑEDA**  
University Registrar

*Distribution of copies: 1 Cashier, 1 Registrar, 1 Dean, 1 Dept. Head, 1 Admissions Office*